

MEETING NOTICE

TO: Budget, Finance & Investment Committee

FROM: Joyce Ealy, Chairman

TIME: Thursday, December 6, 2012 – 5:30 P.M.

PLACE: Courthouse, Room 205

AGENDA

1. Approve Minutes
2. Investment Report
3. Resolution Authorizing Increase to Cash on Hand for Trustee's Office
4. Fund Condition Report
5. Risk Management Report
6. General Fund Budget Amendments:
 - A. County Buildings
 - B. Juvenile Court
 - C. Recreation
 - D. Fire and Rescue (4)
 - E. Sheriff's Dept./Jail (5)
7. Drug Control Fund Budget Amendment
8. Resolution Increasing DUI Litter Pick Up Fee
9. Information Regarding Possible Refunding Bond Issue
10. 2013-14 Budget Calendar
11. Other Business

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To also include items that may be forwarded by Public Works Committee or any other committee after agenda is mailed.

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cc: Commissioners
Ernest Burgess
Jim Cope
Teb Batey
News Media

In Accordance with ADA (AMERICANS WITH DISABILITIES ACT), any disabled persons requiring accommodations for participation in the meeting should contact the Finance Department (898-7795) at least two working days prior to the meeting in order that appropriate accommodations can be made.

EXPLANATION OF AGENDA ITEMS

1. The minutes of the November 8, 2012 Budget Committee meeting will be presented for approval.
2. Mr. Teb Batey, Trustee, will present the monthly Investment Report.
3. The Trustee will be requesting approval of a Resolution to increase the cash on hand from \$700 to \$1,000 to make change.
4. The Finance Director will present the Fund Condition Report for the month ending November 30, 2012
5. Risk Management Report:
 - A. The Insurance Director will be presenting the monthly Insurance Financial Report.

6. **General Fund Budget Amendments:**

- A. The Finance Director will be requesting approval of the following budget amendment for the County Buildings Department to recognize insurance recoveries received from the October, 2011 hail damage and to appropriate the revenue to building improvements to make repairs to the Coin Building roof and the Judicial Building rooftop HVAC:

Increase Revenue:	101-49700 – Insurance Recovery -	\$23,007
Increase Expend.:	101-51800-707 – Building Improvements -	\$23,007

- B. The Juvenile Court Judge will be requesting approval of the following budget amendment to provide funding to pay the accumulated vacation for the Juvenile Court Magistrate who left employment and to cover the salary and benefits for the new magistrate:

From:	101-39000 – Unassigned Fund Balance -	\$8,733
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To:	101-53500-189 – Other Salaries/Wages -	\$7,243
	101-53500-201 – Social Security -	450
	101-53500-204 – State Retirement -	920
	101-53500-209 – Disability Insurance -	15
	101-53500-212 – Employer Medicare -	105

- C. The following budget amendment will be presented for approval to recognize revenue from two memorial gifts for the County's Recreation Program:

Increase Revenue:	101-44570 – Contributions/Gifts -	\$ 50
Increase Expend.:	101-56700-418 – Equip./Machinery Parts -	\$ 50

- D. The County Fire Chief will be requesting approval of the following budget amendments to provide additional funding for diesel fuel; and effective January 1, 2013, the Rockvale Volunteer Fire Department desires to merge their operations into the Rutherford County Fire and Rescue Department. The County Fire Chief will also be requesting approval of the following budget amendment to redistribute the county's contract amount budgeted to the Rockvale Volunteer Fire Department for diesel fuel, communications, utilities, and other supplies:

From:	101-58900-425 – Miscellaneous/Gasoline -	\$12,000
To:	101-54320-412 – Fire Rescue/Diesel Fuel -	\$12,000

From:	101-54320-399 – Other Contracted Services -	\$22,500
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To:	101-54320-307 – Communications -	\$ 1,000
	101-54320-338 – Maint./Repair Vehicles -	10,000
	101-54320-412 – Diesel Fuel -	5,000
	101-54320-452 – Utilities -	1,000
	101-54320-499 – Other Supplies/Materials -	5,500

Explanation of Agenda Items (cont'd)

The County Fire Chief will be requesting approval of the following budget amendment to transfer funds within the budget to provide funding for additional hoses:

From:	101-54320-336 – Maint./Repair Equipment -	\$ 2,000
To:	101-54320-499 – Other Supplies/Materials -	\$ 2,000

The County Fire Chief will be requesting approval of the following budget amendment to recognize revenue received from a refund for insurance paid by Southeast Rutherford Volunteer Fire Department and was received by the county. This request will appropriate the refund to the Rutherford County Fire and Rescue Department for Other Supplies and Materials:

Increase Revenue:	101-44170 – Miscellaneous Refunds -	\$ 1,733
Increase Expend.:	101-54320-499 – Other Supplies/Materials -	\$ 1,733

- E. The Sheriff’s Department will be requesting approval of the following budget amendments to transfer within the Sheriff’s budget from Data Processing Equipment to Data Processing Services to cover the software maintenance and remote configuration management for the AVAIL (Automated Vehicle Locator Systems) in patrol cars and maintenance and repair of equipment; to transfer from the detention budget to the Sheriff’s budget for rentals for the narcotic building; to recognize revenue from insurance recovery to be appropriated for motor vehicles; to recognize revenue from Shop With the Sheriff to Other Contracted Services to purchase gift cards; and to recognize revenue from the sale of equipment to be appropriated for law enforcement equipment:

From:	101-54110-709 – Data Processing Equipment -	\$22,408
To:	101-54110-317 – Data Processing Services -	\$12,408
	101-54110-336 – Maint./Repair Equipment -	10,000
From:	101-54210-399 – Other Contracted Services -	\$11,500
To:	101-54110-351 – Rentals -	\$11,500
Increase Revenue:	101-49700 – Insurance Recovery -	\$10,542
Increase Expend.:	101-54110-718 – Motor Vehicles -	\$10,542
Increase Revenue:	101-44570 – Contributions/Gifts -	\$ 2,578
Increase Expend.:	101-54110-399 – Other Contracted Svc. -	\$ 2,578
Increase Revenue:	101-44530 – Sale of Equipment -	\$ 8,341
Increase Expend.:	101-54110-716 – Law Enforcement Equipment -	\$ 8,341

7. **Drug Control Fund Budget Amendment:**
The Sheriff’s Department will be requesting approval of the following budget amendment for the Drug Control Fund to recognize revenue from the sale of equipment to be appropriated for motor vehicles:
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|-------------------|----------------------------------|--------|
| Increase Revenue: | 122-44530 – Sale of Equipment - | \$ 802 |
| Increase Expend.: | 122-54150-718 – Motor Vehicles - | \$ 802 |
8. The Public Safety Committee has recommended increasing the DUI litter pick up fee from \$20 to \$30 per day and forwarded the same to the Budget Committee. The motion passed by roll call vote with six yes and one no.
9. The Finance Director will be presenting information regarding a possible refunding bond issue.
10. The 2013-14 Budget Calendar will be presented for approval.
11. Other Business.